



# Rahina Alakkandi

Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

## Work Experience

2017 – PRESENT INDIA

### Alakkandy Finance Uruvachal

2010 – 2017 INDIA

### Music & KG Teacher

### Gama international School Kuthuparamba

#### Job Responsibilities

- Design and follow a complete teaching plan
- Teach alphabet and numeracy along with personal, social and emotional skills
- Organize learning material and resources
- Use a variety of activities and instructional methods (songs, stories, media, structured games, art, outdoor activities etc) to motivate and stimulate children's abilities
- Maintain an open line of communication with parents and provide appropriate information
- Assess students performance and progress to ensure they are mastering the skills on regular basis
- Monitor children's interactions and nurture cooperation and sharing
- Cooperate with administration staff
- Follow and comply with teaching standards and safety regulations.
- Teach music courses to students including voice, tone, tempo and rhythm skills.
- Train, rehearse and lead students in school and community musical programs.
- Conduct music classes according to rules and regulations established by Board of education.
- Develop and maintain an effective music educational program for students.
- Schedule daily classes to instruct and rehearse within the assigned time.
- Understand potentials and skills of each student and guide individual student according to their skills.
- Evaluate student performance and provide feedback and assistance to improve their musical skills.
- Maintain lesson plans and instructional materials for students.

## Work Experience

INDIA

### Sales Coordinator in Finance Field

I do have experience in Finance, Accounting, western union money, transfer, gold load etc.

## Education

- Foreign Accounting
- SSLC- 60% Passed from Board of Public Examination Kerala, India.
- Completed Predegree
- Ganabhooshanam (Chembai music College, Palakkad, India)

## Skills

#### – LANGUAGES

English	<div><div></div></div>
Malayalam	<div><div></div></div>
Tamil	<div><div></div></div>
Hindi	<div><div></div></div>

#### – COMPUTER SKILLS

Basic Computer	<div><div></div></div>
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## ★ Strengths

# Adaptable   # Leading   # Teaching  
# Focused   # Strong work ethic

## Passport

Passport Number: T4221444  
Date of Issue: 17/06/2019  
Date of Expiry: 16/06/2029